



Celebrate **MERIDIAN FESTIVAL**

Meridian Township
5151 Marsh Road
Okemos, MI 48840

P 517.853.4000
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Township Board:

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Township Trustee

Frank L. Walsh
Township Manager

April 5, 2022

Subject: Celebrate Meridian Business Vendor

Hello Business Vendors:

Meridian Township is very excited to present the 2022 Celebrate Meridian Festival scheduled for Saturday, June 25, 2022!

- The Celebration is in the center of the Township –Central Park, located at 5151 Marsh Road, Okemos and at Marketplace on the Green, home of the Farmers' Market, 1995 Central Park Drive, Okemos.
- The business booth area will be located at Marketplace on the Green, 1995 Central Park Drive.
- **The Business Vendor Area open from 4:00 pm – 9:00 pm.**
- Space will be limited. Get your application and fee in soon.
- Booth fees cover rental of a space measuring 10' x10'. All vendors are responsible for their own, tables, chairs etc.
- **Due to road construction activities this summer, it will be best to access to the area from Marsh Road, as Okemos Road and Grand River Ave are both under construction.** Once you unload, you must move your vehicle to the designated parking area. The festival site will be crowded just like previous years, so everyone's patience is appreciated.
- Set up: Vendors may arrive as early as 3:00 pm, but no later than 3:30 pm for check-in. Each vendor is required to move their vehicle from the unloading zone to the designated parking area for the day.
- Advertising for this event is on the Township's website <https://www.meridian.mi.us/about-us/calendar/celebrate-meridian-festival> and on Facebook (Meridian Township Parks and Recreation and Meridian Township). Go out and like our pages and invite your friends to stay updated!

Attached/enclosed are the application and guidelines for the event. Remember space may be limited. Applications will be accepted until full.

We look forward to another great year! If you have any questions, please feel free to contact us.

Sincerely,

LuAnn Maisner, CPRP
Director, Parks and Recreation



2022 BUSINESS BOOTH GUIDELINES
Saturday, June 25, 2022
4:00 pm – 9:00 pm



Celebrate **MERIDIAN** FESTIVAL

Celebrate Meridian Festival is located at Central Park, 5151 Marsh Road, Okemos (Children's area) and Marketplace on the Green, 1995 Central Park Drive, Okemos (Farmers' Market, Business Expo, live music, beer tent).

The event will be open from 4:00 pm – 11:00 pm and includes live music, beer/wine tent, children's game area, and more. The business vendor area will be open from 4:00 pm – 9:00 pm.

1. Booth fees cover rental space measuring 10' x10' at Marketplace on the Green.
2. All vendors are responsible for their own canopy, tables, chairs etc.
3. Set up is from 3:00 pm – 3:45 pm. Each vendor will be required to move their vehicle from the unloading zone to the designated parking area after unloading is complete. Your display areas must be set up by 3:45 pm.
4. To maintain the integrity of the event, business booth vendor **must be present from 4:00 pm – 9:00 pm.**
5. Vendors are responsible for their full set-up, take down and clean up.
6. Vendors are responsible for their own Michigan State sales tax.
7. Portable restrooms and food vendors will be available on site.

**Payment may be taken over the phone with credit card, or
Make checks made payable to: Meridian Township**

Send completed application and payment to:

Celebrate Meridian Business Vendor
2100 Gaylord Smith Ct
Haslett, MI 48840

For all other inquiries or questions contact **Bridget Cannon** at
bcannon@meridian.mi.us or call 517.853.4600.



**2022 BUSINESS BOOTH
VENDOR APPLICATION FORM**



Celebrate **MERIDIAN FESTIVAL**

Vendors are responsible for full set-up

Application Deadline: **Until Full**

Applicant Name: _____

Business Name: _____

Street Address: _____

City, State, Zip: _____

Phone: (____) _____ Email: _____

Michigan Sales Tax License Number: _____

Description of business items for sale: _____

Vendor Contract: I understand and agree that if accepted: 1) only items listed on this application are approved for sale. 2) I accept full responsibility for any loss, injury or damage to persons or property while operating at the Celebrate Meridian Event. 3) I will follow all Celebrate Meridian event rules and regulations.

Signature: _____ Date: _____

Send completed application to:

Meridian Township
Attn: Celebrate Meridian Business Vendor
2100 Gaylord C. Smith Ct.
Haslett, MI 48840
Or email to bcannon@meridian.mi.us

**Payment may be taken over the phone with credit card, or
Make checks made payable to: Meridian Township**

For questions, please contact Bridget Cannon at bcannon@meridian.mi.us or call 517.853.4600.

Price:

Business Vendor \$50